

***State of Washington
Department of Transportation
Notice to Consultants
On-Call Underwater Inspection Services***

Washington State Department of Transportation (WSDOT) solicits interest from consultants interested in submitting a Statement of Qualifications to provide On-Call Underwater Inspection Services for WSDOT's Bridge office, Washington State Ferries (WSF), and all Local Agencies such as King County, City of Yakima, etc. WSDOT will be awarding five (5) On-Call Underwater Inspection Services agreements. Each contract will be for two (2) years duration and will be for approximately \$300,000.

Project Description

WSDOT intends to select engineering consultants and set up agreements for underwater bridge and ferry terminal inspections. The purpose is to obtain professional engineering and other services on a variety of bridges or marine structures throughout Washington. The services include, but are not necessarily limited to, the accomplishment of underwater inspection per National Bridge Inspection Standards (NBIS) guidelines for state and/or local agency bridges and marine terminals on a negotiated task-by-task basis.

The professional capabilities of consultants, directly involved with underwater inspections must include professional registration and a demonstrable expertise in the specialized areas necessary to accomplish the services required. For these services, the consultant is expected to furnish all necessary equipment, including scuba gear, survey equipment, etc. A project manager having a professional engineering license in Washington or a reciprocal state must stamp final reports. It is part of a federal mandate and Washington State blue ribbon requirement to inspect all structures in water on a rotational basis.

Evaluation Criteria

Pursuant to state and federal regulations, a qualifications-based selection process will be used to select a consultant for each of these projects. The following information and criteria will be used to evaluate and rank responses:

1. Qualifications/Expertise of Firms on Team;
2. Qualifications of Proposed Project Manager(s);
3. Key Team Members Qualifications (Prime Consultant and Sub-Consultants);
4. Firm's Project Management System (Prime Consultant Only);
5. References/past performances (Prime Consultant Only.)

The link to the definitions and point value for each of the proposed criteria may be found on the first page of this advertisement web site.

NOTE: It is imperative that the consultant reviews the definitions of the scoring criteria. We have included requirements and/or limitations for the information that is being requested. All scoring criteria will be rated on a scale of 0 (Low) to 20 (High.)



Submittals

Consultants are invited to submit their Statement of Qualifications at their own cost. WSDOT assumes no obligation of any kind for expenses incurred by any respondent to this solicitation. The submittal is limited to a total maximum number of twenty-five (25) sheets submitted only on single sided (single sided meaning one side only of a single sheet of paper) typed 8.5" x 11" paper (if charts and/or graphs are utilized text must be a readable size font), and with type size no smaller than 12 point.

Your Statement of Qualifications must be broken into two (2) separate packets. Your Statement of Qualifications "Packet A" must consist of:

- Your responses to scoring Criteria 1 through 4.

Your Statement of Qualifications "Packet B" must consist of:

- Your letter of transmittal;
- Your response to scoring criteria 5; and
- Your Submittal Information Packet forms.

The page limitation does not apply to the front and back covers of "Packet A" and all of "Packet B."

The Statement of Qualifications shall meet the following requirements or will be deemed non-responsive and will not be eligible for consideration of this work:

- Title of the Request for Qualifications on the cover of the submittal and the letter of transmittal;
- Statement of Qualifications broken into "Packet A" and "Packet B" as indicated above;
- Responsive to all evaluation criteria;
- Meeting page limitations and font size requirements; and
- Meeting submittal deadline submission date.

Materials submitted in response to this competitive procurement shall become the property of WSDOT and will not be returned. All submittals received will remain confidential until WSDOT and the successful Consultants sign the agreements resulting from this advertisement. All submittals are deemed public records as defined in the RCW 42.17.250 to 42.250.340.

Faxed or e-mailed submittals will not be accepted. Four (4) copies of your "Packet A" and one (1) copy of "Packet B", whether mailed or hand-delivered, must arrive at the following address no later than 5:00 pm on Wednesday, March 26, 2003:

Mr. Michael B. Rice
Director, Consultant Services
Washington State Department of Transportation
Capital View II Building, 2nd Floor
724 Quince Street SE
Olympia, WA 98504-7323



Any questions regarding the submittal process should be directed to the Consultant Services Office, at 360-705-7104. All other questions regarding this Request for Qualifications should be directed to Mr. Frank Higgins, Bridge Design Liaison Engineer at 360-705-7205.

The department has an overall Disadvantaged Business Enterprise (DBE) Goal. The DBE goal for participation will be obtained through a combination race-neutral/race-conscience means as outlined in WSDOT's "Disadvantaged Business Enterprise Program Plan." The department encourages disadvantaged, minority, and women-owned consultant firms to respond.

Persons with disabilities may request this information be prepared and supplied in alternate formats by calling collect 206-389-2839. Persons with hearing impairments may call 1-800-833-6388 (Washington State Telecommunications Relay Service) and ask for 206-515-3683.

Dates of publication in the Seattle Daily Journal of Commerce: Wednesday, March 5, 2003 and Wednesday, March 12, 2003.